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Personnel Director

25 May 1953

Assistant Chief, Personnel Procurement Division
Recruitment in the Department of State

1. On 20 April this Division contacted Mr. Robert J. Ryan, Assistant Chief of Foreign Service Personnel, Department of State, concerning Foreign Service Officers expected to be released in the near future. Arrangements were made for us to review the files of such individuals.
2. On 22 April this Division contacted Mr. Charles W. Curtis, Chief of the recruitment staff, Department of State, because it had been learned that Mr. Curtis had been appointed to handle outplacement for all State Department personnel to be released. Two recruitment officers were assigned to work with Mr. Curtis.
3. As of the present, RIF notices have been given to 120 Foreign Service Staff members. This Division has reviewed 40 of these files and recommended 10. The remaining 80 files are being reviewed at this time. All of this Foreign Service Staff group is expected to have returned to this country by 30 June. 2 have already been interviewed and the remainder in which we are interested will be seen immediately upon their return.
4. At present no Foreign Service Officers or Foreign Service Reserve personnel have received RIF notices. We will be informed of any action that may be taken in regard to releasing individuals in these categories.
5. Very little definite information is yet available as to the Department of State reduction in departmental personnel. To date we have reviewed the files of a group of librarians and 12 professional people with chemical, fiscal, legal, editorial and economic backgrounds.
6. The undersigned has twice contacted Mr. Fisher Howe, Department of State Special Assistant for Intelligence with respect to people who may be released from the R Division. Mr. Howe as of 25 May reports that no definite decision has been made as to the extent of a cut, although there will be one. He has agreed to keep the undersigned informed of their plans and will refer any available personnel directly here through this division.
7. The Personnel Procurement Division is also reviewing available clerical files at the Department of State as well as a number of Voice of America people being released from their New York office.

8. I believe we have established ourselves with the Department of State

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sufficiently well so that this Agency will have first opportunity to review the qualifications of any individuals to be released.

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PPD/AvS:vp (25 May 1953)

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